



## Municipal Green Building Task Force MEETING NOTICE & AGENDA

**Wednesday, September 13, 2023, 2:00 PM**  
**49 South Van Ness Ave, Room 1201**  
**San Francisco, CA 94103**

### Public Comment Call-In

**Dial: 1-415-655-0001 · Access Code: 2660 662 3552 · Password: MGBTF**

Members of the Municipal Green Building Task Force will attend this meeting in-person. Members of the public are invited to observe the meeting in-person or remotely online as described below. Members of the public attending the meeting in person will have an opportunity to provide public comment on every item.

In addition to in-person public comment, the Council will hear up to 15 minutes of remote public comment on each agenda item. The Council will hear remote public comment on each item in the order that commenters add themselves to the queue to comment on the item. Because of the 15-minute time limit, it is possible that not every person in the queue will have an opportunity to provide remote public comment. Remote public comment from people who have received an accommodation due to disability (as described below) will not count toward the 15-minute limit.

#### 1. **Welcome**

#### 2. **Adoption of Task Force Meeting Minutes** of August 9, 2023 (5 minutes) *Action*

#### 3. **Updates** (10 minutes) *Discussion*

Updates about policies and programs from the Environment Department.

#### 4. **Presentation** (20 minutes) *Presentation and Discussion*

Rebecca Esau, Buildings Practice Manager at the Rocky Mountain Institute, will share some key takeaways from the RMI report: [Reducing Embodied Carbon in Buildings](#). Rebecca, who co-authored the 2021 report, will highlight low-cost and no-cost solutions for reducing embodied carbon in buildings during a project's design and construction phases.

#### 5. **Presentation** (10 minutes) *Presentation and discussion*

Todd Robinson, Utility Specialist and task force representative for the SFPUC's Power Enterprise, will discuss several SFPUC offerings and opportunities available for municipal departments.

#### 6. **Presentation** (20 minutes) *Presentation and discussion*

Peter Brastow, Senior Biodiversity Specialist at SFE, will discuss the application, tracking and enforcement of the San Francisco Biodiversity Guidelines as included in Chapter 7 of the Environment Code.

#### 7. **Announcements**

## 8. General Public Comment

[See San Francisco's LEED® certified municipal projects on DataSF](#)

### Remote Access to Information and Participation

Members of the public will have the following options for accessing the meeting remotely:

Option 1: Watch the meeting using a computer or smart device by clicking on the following link:

<https://sfpublish.webex.com/sfpublish/j.php?MTID=m4dfe21295b24e3db112be1d811f78b7c>

If you are able to and would like to watch via your computer, please follow these instructions: (1) Click on the link above; (2) Enter your first name, last name, and email address if desired; (3) Click "Join by Browser" (directly beneath the "Join Now" button); (4) Enter password if prompted: MGBTF

If you are able to watch via your smart mobile device: (1) Download the Webex Webinar application; (2) Click on the link above; (3) Click "Join"; (4) Enter your name and email; (5) Click "Ready to Join."

Option 2: Join the meeting by phone if you do not have access to a computer or smart device.

(1) Dial: **+1-415-655-0001**; (2) Enter the Access Code: **2660 662 3552**; (3) Enter the Meeting Password: **MGBTF**.

#### Important Information

Persons unable to attend the meeting may submit to the Task Force, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Task Force members. Any written comments should be sent to: Nikolai Kaestner, San Francisco Department of the Environment, [nik.kaestner@sfgov.org](mailto:nik.kaestner@sfgov.org) by 5:00 p.m. on the day prior to the hearing. Comments which cannot be delivered to Ms. Comerford by that time may be taken directly to the hearing at the location above. When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for the Task Force and the public.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

#### Disability Access

49 South Van Ness is wheelchair accessible. Remote public participation is available upon request for individuals who cannot attend in person due to disability. Making a request to participate remotely no later than one (1) hour prior to the start of the meeting helps ensure availability of the meeting link. Sign Language Interpretation is also available upon request. [Captions can be enabled.](#)

If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of 4 business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact Nikolai Kaestner at [nik.kaestner@sfgov.org](mailto:nik.kaestner@sfgov.org) or (415) 355-3510.

#### Public Comment

At this time, members of the public may address the Task Force on items of interest that are within the subject matter jurisdiction of the Task Force but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Task Force for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Task Force from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Task Force is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

The following services are available on request 72 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Nikolai Kaestner at (415) 355-3510 to make arrangements for the accommodation. Late requests will be honored, if possible.

### **Language Access**

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact Nikolai Kaestner at (415) 355-3510, or [nik.kaestner@sfgov.org](mailto:nik.kaestner@sfgov.org) at least 48 hours in advance of the hearing. Late requests will be honored if possible.

### **語言服務**

根據語言服務條例(三藩市行政法典第91章), 中文、西班牙語和/或菲律賓語(泰加洛語)傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求, 請於會議前最少48小時致電 (415) 355-3510 或電郵至 [nik.kaestner@sfgov.org](mailto:nik.kaestner@sfgov.org) 向委員會秘書提出。逾期提出的請求, 若可能的話, 亦會被考慮接納。

### **Acceso A Idioma**

De acuerdo con la Ordenanza de Acceso a Idiomas "Language Access Ordinance" (Capítulo 91 del Código Administrativo de San Francisco "Chapter 91 of the San Francisco Administrative Code") intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con el Secretario de la Comisión al (415) 355-3510, o [nik.kaestner@sfgov.org](mailto:nik.kaestner@sfgov.org) por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

### **Access Sa Wika**

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, mangyaring tumawag sa Clerk ng Commission sa (415) 355-3510, o [nik.kaestner@sfgov.org](mailto:nik.kaestner@sfgov.org) sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

### **Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, City Hall, Room 244, One Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-5163; E-mail: [sotf@sfgov.org](mailto:sotf@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org).

### **Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Second Floor, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at [www.sfgov.org/ethics](http://www.sfgov.org/ethics)

Posted: September 7, 2023